



DANDELION TIME REFERRAL GUIDE

ADMISSIONS CRITERIA

Dandelion Time considers the circumstances of each referred child individually, but there are a number of important factors within our admissions criteria:

Age: Dandelion Time's therapeutic approach is most effective for children aged 6-13 years. For younger children within this age range, careful consideration is taken of their emotional age and whether the session format is suitable for them. For older children of 11-13, additional assessment is sometimes required to explore any risk-taking behaviours and current family relationships.

Trauma: Occurrence of trauma should be past rather than current, since we are unable to offer a crisis service.

Parental needs: Any current difficulties with mental health, drug and/or alcohol dependency must be actively monitored and managed by a healthcare professional.

Court cases: Dandelion Time is unable to work with a family in the duration of a court case.

Parental engagement: Parents(s)/carer(s)' motivation to attend and engage with the therapeutic programme is vital to the progress that the child and family make at Dandelion Time. A primary parent/carer must be willing to attend with the child and must not be compelled to attend by the referrer (e.g. Dandelion Time must not be a mandatory part of any Child Protection Plan).

Practical considerations to be reviewed when making a referral:

Availability: The parent(s)/carer(s) and child must have availability to attend within the available session days/times (same day/time each week). Likewise, the child's school must be in agreement to attendance during school time. The session offered will depend on available spaces, the suitability of the group for the family to join, and the availability of the family.

Transport: Dandelion Time is unable to offer transport or funding for transport. If the family require funds to cover petrol, or bus/train/taxi fares, then this must be covered or sought by the referring agency.

Childcare: Childcare must be in place for any siblings (unless they have also been referred and Dandelion Time has agreed to work with them).

ADMISSIONS PROCESS

Dandelion Time welcomes referrals of children and young people **from a professional** working with them and/or their family.

Please complete our referral form as fully as possible and return it to us by email or post.

Following receipt of the referral form, Dandelion Time will **review the referral within 1-2 weeks** and respond to the referrer to advise whether or not we are able to accept the referral at this time and to discuss the next steps. Once funding is confirmed, and suitable spaces are due to become available on the therapeutic programme (there may be a number of weeks' waiting time), the family will be contacted to arrange a **home visit**. Two members of the Therapeutic Team will visit the referred family to introduce themselves and to begin getting to know the family before they attend their first session.

Placements at Dandelion Time involve at least a **ten-week programme of once-per-week sessions** at either our Maidstone or Bethersden sites (for half a day, morning or afternoon), which are generally group sessions or occasionally individual depending on the child's needs. Progress is continually reviewed and placements can be extended by up to five weeks if necessary.

FUNDING A CHILD'S PLACEMENT AT DANDELION TIME

Dandelion Time funds one-third of each placement cost through community fundraising, personal contributions and charitable grants. As a charity, we request that the referrer source a contribution for the remaining two-thirds of the cost. This amount constitutes **£200 per week for an individual referred child** or the first child of siblings and an additional £150 per week for a subsequent sibling or jointly cared for child.

Additional funding may be needed to cover **transport costs** if the referred family cannot access Dandelion Time themselves.

The Admissions Coordinator can assist referrers in identifying appropriate funding sources and, in some limited circumstances, may be able to access grants awarded to Dandelion Time.

Thank you for your interest in referring to Dandelion Time; we look forward to working with you.

Admissions Coordinator

referrals@dandeliontime.org.uk; 01622 814 001